



MANNINGTREE TOWN COUNCIL

The Manningtree Town Councillors are hereby summoned to the Town Council Meeting to be held at The Community Room, Foundry Court, Colchester Road on Thursday, 20th October, 2016 at 7:30 p.m.

AGENDA

1. **Apologies for Absence**
2. **Minutes of the previous meeting held on 15th September to be approved and signed (Appendix 1)**
3. **Declarations of Interest**
4. **Public participation session with respect to items on the agenda and matters of mutual interest**
5. **Reports from the District and County Councils**
6. **Progress report from the Clerk with matters arising from the minutes (Appendix 2)**
7. **Report from the Planning Committee**
8. **Reports from representatives on other committees**
9. **Highways/Environment**
 - a) To discuss Cllr. Morsley's tree report (**Appendix 3**)
 - b) To consider TDC's Tree Planting Programme for 2016/17 (**Appendix 4**)
 - c) To discuss the replacing of oak posts on South Street
10. **To consider nominations for the Community Engagement Award for 2016/17 (item 64/16) (Appendix 5)**
11. **Finance**
 - a) The clerk to report on the completion of the Annual Audit for the year ended 31st March, 2016 (item 65/16 a)
 - b) To consider an S137 payment to Marie Curie (**Appendix 6**)
 - c) To set a date for the next Finance Committee meeting – to be held prior to Full Council meeting in November
 - d) To approve monthly bank reconciliation figures for end of Sept (**Appendix 7**)
 - e) To approve payments/cheques for signature in accordance with the 2016/17 budget:

Item	Amount
Monthly salary Mrs L Djuve-Wood (including expenses)	£587.64
Monthly website costs Dr B Saint-James September	£71.50
Webfactory Monthly Fee October	£17.99
Colne Housing Room Hire September	£33.00
Line Djuve-Wood (Reclaim software purchased for council laptop)	£139.00
Line Djuve-Wood (Reclaim ink purchased for council printer)	77.90
E.On – Street Lighting	£274.83
A&J Lighting (Repair street light on North Street)	£222.00
Environmental Design (grass cutting September)	£24.00
PKF Littlejohn LLP (Annual Return)	£120.00
Braiswick Photographic Co Ltd (Cllr. ID cards)	£117.60
Information Commissioner (Data Protection)	£35.00
<u>Also, the following payments were made prior to the meeting:</u>	
HMRC Quarterly income tax	£167.53

12. Consultations and Surveys

- a) To consider responding to the 2017/18 Local Government Finance Settlement: Technical Consultation (**Appendix 8**)

13. Items from councillors to be added to the next agenda

SignedClerk to the Council

Dated 14th October, 2016